**Checklist of Interview Questions for Woreda Experts / Admistrators**

First need to identify and list the relevant woreda experts from the **Office of Agriculture and Rural Development**. This may include experts on Crops, Livestock, Cooperative Promotion, Natural Resource Management, Water, Forestry, and others. Other relevant experts may be identified in other offices, e.g. Water Resources, Environmental Protection, Land Use and Administration (EPLAUA), Woreda administrators, etc.

|  |  |
| --- | --- |
| *First introduce yourself and the research according to the suggested text given.*  *Then introduce what we mean by rainwater management:*   * *Implementation of soil water conservation and rainwater harvesting measures - e.g. terracing, mulching, rainwater ponds, recharge structure* * *Agricultural management practices which aim to increase production while improving natural resource protection (e.g. reducing erosion, improving soil fertility) – e.g. contour ploughing, crop rotation, livestock grazing patterns, agro-forestry* * *Land use strategies including watershed management, enclosures, afforestation.* | |
| **PLANNING of rainwater management interventions** | |
| 1 | What is your role in planning, at kebele/woreda/watershed level of:   1. Land use? (e.g. determining which areas should be used for crops, grazing, afforestation, area closures and settlements) 2. Soil water conservation and rainwater harvesting structures? 3. New infrastructure e.g. irrigation schemes? |
| 2 | When it comes to natural resource management, how much say do woreda experts have over:   1. Technology choice? 2. Approach (i.e. who pays and implements)? 3. The location of interventions? 4. The selection of beneficiaries? |
| 3 | Please describe the planning process:   1. How is planning done? 2. Who else is involved and what are their roles? (from government (both sector ministries and administrations and from federal, regional, zonal, woreda, kebele levels) and non-government) 3. What information is used to draw up plans? 4. Are there quotas from higher levels that have to be considered in planning? If so, what are they? 5. If so, are you consulted or do you have a chance to influence the quotas for your woreda? How? 6. If so, what criteria do you use to distribute the quota among kebeles in the woreda? 7. Who ultimately sets the quotas and plans? |
| 4 | Are plans discussed with other experts within your sector office?    Yes No  Which ones? *List.*  Please rate the level of coordination within your sector office from 1 – 5   1. = no coordination, 5 = very regular coordination) |
| 5 | If **yes**, please describe the process and tell us how well you feel it works.  If **no**, why not? |
| 6 | Are plans discussed with other actors? (including other sector offices and non-government actors)    Yes No  Which other actors? *List.*  Please rate the level of coordination with other actors from 1 – 5  (1 = no coordination, 5 = very regular coordination) |
| 7 | If **yes**, please describe the process and tell us how well you feel it works.  If **no**, why not? |
| 8 | Is RWM coordinated at watershed level (between kebeles or woredas)?  Yes No  *Circle the appropriate answer.*  If **yes**, how? If **no**, what are the problems? |
| 9 | Do you consider downstream impacts when planning RWM interventions?  Yes No  *Circle the appropriate answer.*  If **yes**, how do you take this into account in planning? If **no**, why not? |
| 10 | What are the different sources of finance for RWM activities in the woreda and how are they channelled? *(e.g. government, NGO direct implementation, NGO channelled through government, donor direct implementation, donor channelled through government.)* |
| 11 | How does the source of finance (e.g. government or NGO) affect the planning of RWM? |
| 12 | What would help you to do more effective planning? *(i.e. to plan interventions which are as far as possible environmentally, socially and economically beneficial)* |
| **IMPLEMENTATION of rainwater management** | |
| 13 | What is the role of Woreda Experts in implementing rainwater management interventions? |
| 14 | What kind of training have you received in rainwater management? Who provided it? |
| 15 | How would you rate the usefulness of this training (from 1 – 5) in terms of enabling you to do your job confidently and effectively?   1. (1 = not useful, 5 = extremely useful.) |
| 16 | Which of the following technologies / interventions are you currently implementing in the woreda?   |  |  |  | | --- | --- | --- | | **Technology/**  **practice** | **Implementing (Y/N)** | **If yes, what are the benefits of this?**  **If not, why not?** | | Terraces / bunds |  |  | | Micro-catchment |  |  | | Check dams /  gully rehabilitation |  |  | | Rainwater harvesting ponds |  |  | | Mulching |  |  | | Drainage furrows |  |  | | Contour ploughing |  |  | | Conservation agriculture / zero tillage |  |  | | Crop rotation |  |  | | Crop-livestock integration |  |  | | Agro-forestry |  |  | | Grazing land management |  |  | | Area closures |  |  | | Afforestation |  |  | |
| 17 | Have you abandoned any technologies implemented the past?  If **yes**, what and why? |
| 18 | How do you monitor (listen to farmer’s experiences, measure or observe results etc.), and learn from, the impacts of your interventions in rainwater management? How does this influence future implementation and planning? |
| 19 | Who supports you in implementing rainwater management? What kind of support do they provide? (e.g. technical support, financial, in-kind)  For each, please rate the usefulness of the support you receive from 1-5.  (1 = not useful, 5 = extremely useful)   1. Zonal/regional government      1. NGOs      1. Private sector organisations      1. Other ­­­­­­­­(who: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_) |
| 20 | Do you give support to DAs in implementing rainwater management?  Yes No  *Circle the appropriate answer.*  If **yes**, what kind of support do you give? |
| **INNOVATION in rainwater management** | |
| 21 | Does your organisation play any other role in the NRM sector (other than planning and implementation)? List up to 3 key roles. (e.g. training, research, input supply) |
| 22 | The functions of actors in NRM can be identified using some key functions namely:   * Supply incentives for companies to engage in innovative activities; * Supply resources (i.e., funding and trained personnel etc); * Guide the direction of investment (i.e., influence the direction in which actors deploy their resources); * Facilitate the exchange of knowledge and information; * Stimulate/create markets; * Reduce social uncertainty (E.g., Productive Safety Net Programme);   What is your opinon on how well these various functions are being performed within NRM? What are the gaps? |
| 23 | Are there any additional actors not yet mentioned who play an active role in NRM related activities in the woreda (GO, NGO, agro/pastoralists, private traders, etc.) List the actors you regard as being most important. |
| 24 | Which actors do you rely on for information related to NRM? Rank actors from 1 to 5 in terms of the usefulness of the information they provide.  1. (most useful)  2.  3.  4.  5. (least useful) |
| 25 | Do you provide information to others? Who? Rank actors from 1 to 5 in terms of how important the information you provide to them is in terms of enhanced rainwater management  1. (most useful)  2.  3.  4.  5. (least useful) |
| 26 | Who provides finance or non-financial inputs (e.g. equipment, seeds) for the RWM activities you are involved in? |
| 27 | Do you provide financial or non-financial inputs (e.g. equipment, seeds) to others for RWM activities? If yes, what and to who? |
| 28 | Rate from 1 – 5 the strength of the linkage your organisation has with other stakeholders on NRM. (Relative strength of linkage: 1=Low, 5=Strong)   |  |  | | --- | --- | | Name of stakeholder | Strength of linkage (1-5) | |  |  | |  |  | |  |  | |  |  | |
| 29 | Apart from information and resources, do you get any other benefits from collaborating with others on RWM?  If **yes**, which actors and what are the benefits? (Others could be individuals, groups or organisations)  What is your motivation to continue your collaboration with these actors in the future?  List the actors you want to collaborate with and for each, please rate your motivation to collaborate from 1 – 5.  (1 = no interest in further collaboration, 5 = it is essential to continue collaborating) |
| 30 | Are there any other actors who you think should be involved in RWM activities in the woreda, but who are not currently involved?  If **yes**, who and why should they be involved? |
| 31 | What do you think should be done to improve collaboration around rainwater management? |
| 32 | Reflecting on past successful collaborations or partnerships, choose an example and highlight what the key characteristics were (trust, commitment, shared vision, etc) which made the relationship fruitful and successful? |
| 33 | Thinking back to past unsuccessful collaborations, choose an example and highlight what the key characteristics were which made the relationships unsuccessful or disappointing? (e.g. conflicting goals, lack of time for coordination) |
| 34 | Describe any formal or informal rules and regulations (what we call “institutions”) that hinder interactions with other important actors and performance of your organization or group? |
| 35 | How would these formal or informal rules and regulations need to change in order to promote positive interactions and collaboration with other stakeholders? |
| 36 | Do any factors outside your control (e.g finance, human capacity, policies, infrastructure, markets, conflicts etc) have an influence on the implementation of RWM in your woreda?  If **yes**, which factors are important and how do they influence RWM? Identify the **3** most important external factors. |
| 37 | Looking at today’s resource allocation (financial and human) towards RWM, do you suggest any changes? *E.g. how should resources be allocated between actors, sites, technologies, research vs implementation.* |
| 38 | Are there any existing platforms or stakeholder groups or networks functioning in the woreda working on RWM-related activities (including e.g. NRM, water management, agriculture)?  E.g. Farmer Research Group (FRG), Research and Extension Liaison Committee (RELC), Research-Extension-Farmer Linkage Advisory Councils (REFLAC), etc.  Network 1:…………………………………………………  Network 2:…………………………………………………  Network 3: ………………………………………………… |
| 39 | For each network that exists, please describe the following (if none, skip to next question).  **Network 1**:…………………………………………………  What is the role of the network?  Who are the members?  Who organises it?  When was it established?  What has it achieved?  What are its shortcomings?  How would you rate its performance from 1 – 5? (1 = very weak, 5 = very strong).  **Network 2**:…………………………………………………  What is the role of the network?  Who are the members?  Who organises it?  When was it established?  What has it achieved?  What are its shortcomings?  How would you rate its performance from 1 – 5? (1 = very weak, 5 = very strong).  **Network 3**:…………………………………………………  What is the role of the network?  Who are the members?  Who organises it?  When was it established?  What has it achieved?  What are its shortcomings?  How would you rate its performance from 1 – 5? (1 = very weak, 5 = very strong). |
| 40 | Have there been any other networks or platforms related to RWM in the past which no longer exist?  If **yes**, what were they and why were they stopped? |
| **THANK YOU VERY MUCH!** | |